



City of Annapolis

Department of Planning & Zoning

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Historic Preservation Commission

March 11, 2014

The Historic Preservation Commission (HPC) of the City of Annapolis held its regularly scheduled public meeting on March 11, 2014 in the City Council Chambers. **Chair** Kennedy called the meeting to order at 7:32pm.

Commissioners Present: **Chair** Kennedy, **Vice Chair** Leahy, Zeno, Toews, Phillips, Finch

Commissioners Absent: Kabriel

Staff Present: Craig-Historic Preservation Officer

Chair Kennedy introduced the commissioners and staff. She stated the Commission's purpose pursuant to the authority of the Land Use Article and administered the oath en mass to all persons intending to testify at the hearing.

C. ANNOUNCEMENTS

Chair Kennedy informed the HPC that Ms. Finch and Ms. Zeno were reappointed by the Mayor and confirmed by the Council at the March 10, 2014 Council meeting.

D. VIOLATIONS

Vice Chair Leahy inquired about the status of 3 Wagner Street. **Chair** Kennedy clarified for those present that the HPC received notification that a contractor was removing all the historic windows at this location and replacing them with vinyl. Ms. Craig added that DNEP issued a stop work order. The contractor came into the office to explain the circumstance and she addressed the requirements at that time. It was agreed that the contractor needed to contact the owner regarding the required material but agreed to use wood windows so will be providing specifications and an application.

E. CONSENT DOCKET

- 2. 9 Northwest Street** – Edward J. Burke/KWA – Remove and replace one existing window with a new outside air intake louver. Remove a section of brick and masonry wall and install a new outside air intake louver on the second floor level. (**Approved conditioned that the applicant store the extant windows on site and provide photographic evidence for the file.**)
- 3. 129 Conduit Street** – Rick Razaukas/Absolute Pools – Install in-ground pool. (**Approved conditioned that the applicant provide archaeology oversight and a final site plan to staff regarding the placement of the tree.**)

Vice Chair Leahy moved approval of the applications for 9 Northwest Street and 129 Conduit Street on the consent docket as conditioned above. Ms. Zeno seconded the motion. The motion passed in a vote of 5-0 with one abstention (Kennedy).

F. OLD BUSINESS

- 1. 168 Green Street** – Robert Bayers – Construct elevated deck at rear of residence.

Mr. Bayers commented on the conversion of the French doors and the 8-foot structure in the rear appears to be a later addition so is not part of the original historic fabric of the house. The project is intended to remove the fixed window and replace it with a true divided light French door. The applicant agreed to amend the application to pull the deck in by 6-inches on one side to comply with the differentiation requirement and to include replacement of the side lights.

Staff: Ms. Craig restated her written staff report and recommended approval subject to the conditions detailed in the report dated February 28, 2014.

Public: Public testimony opened at 7:57pm and no one from the public spoke in favor or opposition of the application so **Chair** Kennedy declared the public testimony closed at 7:58pm.

Commissioners:

Vice Chair Leahy noted that whereas the amended application for 168 Green Street complies with HPC guidelines B.1, B.2, B.6, D.1, D.16, D.18, D.24, and D.28B, moved approval subject to the following:

- a.) That the proposed planks include ¼ gap between the planks so as to not be counted against lot coverage/drainage;
- b.) The post be 6" x 6" wood with minimal visibility on the concrete;
- c.) Deck shall be inset by 6" from the southwest side of the house;
- d.) Submit to staff for review replacement of the French door and sidelight combination unit specifications and;
- e.) Provide a tree protection plan and contact City Arborist to inspect of all the tree protection measures prior to construction.

The motion passed in a vote of 5-0 with one abstention (Kennedy)

The following Commissioners made a site visit on this application.

Name
Leahy, Finch, Zeno, Toews

Chair Kennedy accepted the following exhibits into the record.

Exhibit Number	Exhibit Types
A	HPC Application time date stamped 1/21/14 11:02am
B	Staff Memorandum dated 2/28/14

4. Locations throughout Historic District – City of Annapolis/Sally Nash & Lisa Grieco – Install Pedestrian Wayfinding System.

Dr. Nash commented that the number of signs has reduced from 44 to 33 of which 16 are new. There will be four interpretive signs placed in the historic district and the application has received MHT approval. She distributed a copy of the sign material and a mockup of the pedestrian sign. The colors have a seven-year warranty and the hardware has a ten-year warranty. The location of sign 517 has been corrected on the map as it was placed incorrectly on the left side of Main Street so is now placed on Gorman Street. The circulator maps will have an Internet link to the Department of Transportation. She noted that the Eastport would like to be branded as Maritime Eastport on their pedestrian sign. She explained that Historic Annapolis Foundation (HAF) has requested adding Museum and Store to the banners. The concern with that request is that it will not fit on the banner and the Department generally does not refer to commercial establishments on banners. The HPC was amenable to this request. She responded to HAF second request to add two locations to the banners expressing that these locations are not on any current signage and also are not sure if these locations are open to the public with regular hours. She suggested devoting one panel at Hopkins Plaza to these locations. The HPC supports the applicant's solution.

Staff: Ms. Craig restated her written staff report and recommend approval subject to the conditions detailed in the staff report dated February 28, 2014.

Public: Public testimony opened at 8:22pm and those speaking on the application are noted below.

Name	Address	In Favor	In Opposition
Doug Smith	5 Revell Street	X	

No one else from the public spoke in favor or opposition of the application so **Chair** Kennedy declared the public testimony closed at 8:27pm.

Commissioners: The HPC deliberated and asked several clarifying questions regarding the project. The HPC also requested that the applicant consider removing Banner #403 to address clutter concern and ensure that Banner #603 directs to Maryland Avenue to which they agreed. Dr. Nash responded to a question regarding timeframe explaining that the RFP has been drafted so the project could be sent to bid and based on this, it could be a couple of months before signs are fabricated.

Vice Chair Leahy noted that whereas the application for Wayfinding signage throughout the historic district complies with HPC guidelines C.1, C.12, D.1 and D.37, moved approval subject to the following conditions:

- Any paving materials removed to install signage shall be replaced with the same material, finish treatment and pattern;
- All four kiosks shall be installed with a black metal open frame base;
- All hardware utilized in installation of the sign shall be of traditional metal material;
- The banner installation indication for Eastport shall possibly incorporate Maritime Eastport but will not incorporate Historic Eastport;
- Brackets for the banners that are not included in the Wayfinding plan will be removed from the pools on Main Street where Wayfinding signs will be installed subject to review by staff;
- Submission of the location of plaques shall be approved by staff;
- Expansion joints be detailed for staff review;
- Design notes be corrected to indicate Maryland certification for landscape architect; and
- Removal of Banner #403.

Mr. Toews seconded the motion. The motion passed in a vote of 5-0 with one abstention (Kennedy)

The following Commissioners made a site visit on this application.

Name
Leahy, Finch, Zeno, Toews

Chair Kennedy accepted the following exhibits into the record.

Exhibit Number	Exhibit Types
B	HPC Application time date stamped 1/30/14 1:22pm
B	Staff report 3/11/14, 7:42pm
C	Comments from HAF dated 3/11/14
D	Sample of Product Material
E	Mock up Pedestrian Sign

Miscellaneous

Chair Kennedy reported that there will be a closed session at 6:30pm at the March 27, 2014 Administrative meeting to allow for the HPC to seek counsel from its attorney.

G. **ADJOURNMENT**

With there being no further business, Ms. Zeno moved to adjourn the meeting at 8:52pm. Ms. Finch seconded the motion. The motion was approved in a vote of 6-0.

The next meeting is scheduled for March 27, 2014 at 7:30pm at the City Council Chambers.

Tami Hook, Recorder